

# COMMITTEE ON ETHICS


## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

1. Name of Traveler: Lauren Toy
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Tuesday, May 28, 2024 Return: Saturday, June 1, 2024  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington, DC Destination: Dublin, Ireland Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: GlobalWIN
6. Describe Meetings and Events Attended: Met with the US Ambassador to Ireland, Ireland's foreign affairs staff, and numerous multinational corporations' Dublin headquarters to discuss trade, foreign affairs, immigration, economic and tax policy, and more.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
  - a.  a completed *Sponsor Post-Travel Disclosure Form*;
  - b.  the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
  - c.  page 2 of the completed *Traveler Form* submitted by the employee; **and**
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a.  I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*  
b. If not, explain: \_\_\_\_\_

**I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.**

Signature of Traveler:  Date: 6/11/24

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Susie Lee (NV-03) Date: 6/11/24

Signature of Supervising Member: 

# COMMITTEE ON ETHICS

## SPONSOR POST-TRAVEL DISCLOSURE FORM

Original  Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated in the trip within 10 days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House Rules and the Committee's Travel Regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

1. Sponsor(s) who paid or provided in-kind support for the trip: Global Women's Innovation Network (GlobalWIN)

2. Travel Destination(s): Dublin, Ireland

3. Date of Departure: Tuesday, May 28, 2024 Date of Return: Saturday, June 1, 2024

4. Name(s) of Traveler(s): Lauren Toy


**Note:** You may list more than one traveler on a form only if **all** information is **identical** for each person listed.

5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$1,661.45	\$1,065.21	\$248.48	
Accompanying Family Member				

6.  All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box.

**I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.**

Signature:  Date: June 6, 2024

Name: Helen Milby Title: Co-Founder & President

Organization: Global Women's Innovation Network (GlobalWIN)

**I am an officer of the above-named organization. Signify statement is true by checking box.**

Address: 600 Pennsylvania Avenue, SE | Suite 410 | Washington, DC 20003

Telephone: 301-518-6336 Email: andrea@mietusevents.com

*Committee staff may contact the above-named individual if additional information is required.*

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.

# COMMITTEE ON ETHICS

## TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.


This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

**Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date.** Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Lauren Toy

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

**I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.**

Signature: 

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Susie Lee (NV-03)

Office Address: Cannon 365

Telephone Number: 2022253252

Email Address of Contact Person: lauren.toy@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

**NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.**

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Lauren Toy
2. Sponsor(s) who will be paying or providing in-kind support for the trip: GlobalWIN
3. City and State **OR** Foreign Country of Travel: Dublin, Ireland
4. a. Date of Departure: Tuesday, May 28, 2024 Date of Return: Saturday, June 1, 2024  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: \_\_\_\_\_
5. a. Yes  No  Will you be accompanied by a family member at the sponsor's expense? **If yes:**
  - (1) Name of Accompanying Family Member: \_\_\_\_\_
  - (2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
  - (3) Yes  No  Accompanying Family Member is at least 18 years of age?
6. a. Yes  No  Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:  
\_\_\_\_\_  
\_\_\_\_\_
7. Yes  No  *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**  
As Chief of Staff to a Member on the Appropriations Committee, Lauren will participate in discussions regarding a variety of policy issues, including workforce development, AI, manufacturing, health care, business development, and tech, which will inform her work.
9. **Yes  No  Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**
10. For staff travelers, to be completed by your employing Member:

### ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member: Suzie Lee Date: 4/26/24

# COMMITTEE ON ETHICS

## PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Sponsor who will be paying for the trip:

Global Women's Innovation Network (GlobalWIN)

2.  I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*

3. **Check only one.** I represent that:

- a.  The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**
- b.  The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**
- c.  The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): \_\_\_\_\_  
See attached.

5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of Departure: Tuesday, May 28, 2024 Date of Return: Saturday, June 1, 2024

7. a. City of departure: Washington, DC ( IAD-Washington Dulles International Airport )

b. Destination(s): Dublin International Airport

c. City of return: Washington, DC ( IAD-Washington Dulles International Airport )

8. **Check only one.** I represent that

- a.  The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**
- b.  The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**
- c.  The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. **Check only one of the following.**
- a.  I checked 8(a) or (b) above; **OR**
  - b.  I checked 8(c) above but am not offering any lodging; **OR**
  - c.  I checked 8(c) above and am offering lodging and meals for one night; **OR**
  - d.  I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. \_\_\_\_\_
- 

10.  Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. **Check only one of the following.**
- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box; OR*
  - b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.

12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:  
 See attached  
 \_\_\_\_\_  
 \_\_\_\_\_

13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air  Rail  Bus  Car  Other  (specify: \_\_\_\_\_)
  - b. Class of travel: Coach  Business  First  Charter  Other  (specify: \_\_\_\_\_)
  - c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:  
 \_\_\_\_\_  
 \_\_\_\_\_

14.  I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box.*

15. **Check only one.** I represent that either:
- a.  The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
  - b.  The trip involves events that are arranged specifically *with regard* to congressional participation. If "b" is checked:
    - 1) Detail the cost *per day* of meals (approximate cost may be provided): \_\_\_\_\_  
 The cost allotted for food and beverage each day is \$141.00.
    - 2) Provide the reason for selecting the location of the event or trip: \_\_\_\_\_  
 See attached.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: The Marker City: Dublin Cost Per Night: \$348.00  
 Reason(s) for Selecting: Close proximity to meetings and best rate available during peak/tourist season.

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_  
 Reason(s) for Selecting: \_\_\_\_\_

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_  
 Reason(s) for Selecting: \_\_\_\_\_

17.  I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$1,500 air travel \$450 ground	\$1,044.00	\$479.00
For each Accompanying Family Member			


	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

19. **Check only one:**

- a.  I certify that I am an officer of the organization listed below; **OR**
- b.  *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. **I certify by my signature that**

- a. **I read and understand the Committee's Travel Regulations;**
- b. **I am not a registered federal lobbyist or registered foreign agent; and**
- c. **The information on this form is true, complete, and correct to the best of my knowledge.**

Signature:  Date: April 11, 2024  
 Name: Helen Milby Title: President & Co-Founder  
 Organization: Global Women's Innovative Network (GlobalWIN)  
 Address: 600 Pennsylvania Avenue, SE | Suite 412 | Washington, DC 20003  
 Email: andrea@mietusevents.com Telephone: 301-518-6336

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or travel.requests@mail.house.gov.

Michael Guest, Mississippi  
*Chairman*  
Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Keelie Broom  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

May 17, 2024

Ms. Lauren Toy  
Office of the Honorable Susie Lee  
365 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Toy:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Ireland,<sup>1</sup> scheduled for May 28 to June 1, 2024, sponsored by Global Women's Innovation Network.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$480 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$480] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

---

<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Michael Guest  
Chairman



Susan Wild  
Ranking Member

MG/SW:eme

**Question 4: GlobalWIN Staff Delegation Invitees**

The Congressional delegation of staffers joining us are senior female staff from both Republican and Democratic offices with wide-ranging work portfolios, complementing our schedule of programming. Each of these staffers were offered to participate based on the range of issues that they work on, including issues related to workforce development, AI, manufacturing, healthcare, small business development, female leadership, and innovation in tech. They are also great examples of women in leadership on Capitol Hill, as they are some of the highest-ranking female staffers in Congress.

**GlobalWIN list of invitees for the Staff Education Delegation Trip - Dublin, Ireland**

First Name	Last	Title	Office
Liz	Amster	Chief of Staff	Office of Rep. Auchincloss (D-MA)
Rebecca	Angelson	Chief of Staff	Office of Office of Rep. Bob Latta
Hailey	Barringer	Chief of Staff	Office of Rep. Emilia Sykes (D-OH)
Brooke	Bennett	Chief of Staff	Office of Office of Rep. French Hill
Morgan	Bodenarain	Policy Director/Counsel	Office of the Congressional Black Caucus (CBC)
Kate	Bonner	Chief of Staff	Office of Office of Rep. Lloyd Smucker (R-PA)
Hailey	Borden	Director of Business Coalitions	Office of U. S. House Majority Whip Tom Emmer (R-MN)
Rachael	Bornstein	Chief of Staff	Office of Rep. Suzanne Bonamici (D-OR)
Lorissa	Bounds	Chief of Staff	Office of Office of Rep. Jay Obernolte (R-CA)
Chelsea	Brossard	Chief of Staff	Office of Rep. Josh Gottheimer (D-NJ)
Sarah	Burke	Deputy Staff Director	U.S. House of Representatives Committee on Energy and Commerce (Majority)
Ashley	Callen	General Counsel	Office Of U.S House Speaker Mike Johnson (R-LA)
Cara	Camacho	Chief of Staff	Office of Office of Rep. Jim Himes (D-CT)
Caroline	Cash	Chief of Staff	Office of Rep. James Comer (R-KY)
Courtney	Cochran	Dep. Director, Member Services	Office of Rep. Katherine Clark (D-MA)
Elle	Collins	Tax Counsel	U.S. House of Representative Ways and Means Committee
Monica	Didiuk	Chief of Staff	Office Representative Adrian Smith (NE-03)
Marilyn	Dillihay	Chief of Staff	Office of Office of Rep. Steve Cohen (R-TN)
Michelle	Dorothy	Chief of Staff	Office of Office of Rep. Chrissy Houlahan (D-PA)
Laura	Engquist	DC Chief of Staff	Office of Rep. Balderson

Jennifer	Epperson	Counsel	U.S. House Subcommittee on Communications and Technology
Sarah	Feinmann	Chief of Staff	Office of Rep. Lizzie Fletcher (D-TX)
Martha	Foley	Clerk	House Agriculture Appropriations Subcommittee (Minority)
Sally	Fox	Personal Office Chief of Staff	Office of Office of Rep. Tom Emmer (MN-06)
Molly	Fromm	General Counsel	U.S. House Way and Means Committee (Majority)
Hope	Goins	Staff Director	House Homeland Security Committee
Eliana	Goodman	Deputy Chief of Staff/Legislative Director	Office of Rep. David Kustoff (R-TN)
Waverly	Gordon	Deputy Staff Director and General Counsel	House Committee on Energy and Commerce (Minority)
Caroline	Hamilton	Communications Director	Office of Rep. Blake Moore (UT-01)
Molly	Harris-Stevens	Deputy Chief of Staff	Office of Rep. Jake Ellzey (R-TX)
Tasia	Jackson	Chief of Staff	Office of Office of Rep. Hakeem Jeffries (D-NY)
Esther	Kahng	Chief Counsel	House Financial Services Committee
Sophie	Khanahmadi	Chief of Staff	Office of Office of Rep. Brett Guthrie (R-KY)
Stacey	Leavandosky	Chief of Staff	Office of Rep. Zoe Lofgren (D-CA)
Giulia	Leganski	Professional Staff Member	U.S. House of Representatives Energy and Commerce Committee
Liz	Lloyd	Legislative Director	Office of Rep. Dusty Johnson (R-SD)
Macey	Matthews	Chief of Staff	Office of Office of Rep. Brittany Pettersen (D-CO)
Anna	McCormack	Chief of Staff	Office of Rep. David Rouzer (R-NC)
Pam	Miller	Staff Director	House Agriculture Appropriations Subcommittee (Majority)

Lisa	Mortier	Senior Advisor	U.S. House of Representatives Committee on Oversight and Accountability Chairman James Comer (R-KY)
Lizzy	O'Hara	Chief of Staff	Office of Rep. Richard Neal (D-MA)
Whitley	O'Neal	Legislative Director	Office of Rep. Colin Allred (TX-32)
Stephanie	Palencia	Outreach Director	Office of Rep. Hakeem Jeffries
Caroline	Paris-Behr	Legislative Director	Office of Rep. Lauren Underwood (D-IL)
Armita	Pedramrazi	Chief of Staff	Office of Office of Rep. May Gay Scalon
Nancy	Peele	Chief of Staff	Office of Rep. Bruce Westerman (R-AR)
Mary Ellen	Richardson	Chief of Staff	Office of Office of Rep. Darin LaHood (R-IL)
Jamie	Robinette	Chief of Staff	Office of Rep. Aaron Bean (R-FL)
Tara	Rountree	Chief of Staff	Office of Office of Rep. Jennifer McClellan (D-VA)
Brooke	Scannell	Chief of Staff	Office of Rep. Katherine Clark (D-MA)
Anne	Sokolov	Executive Director	NewDems
Jo	Stiles	Chief of Staff	Office of Office of Rep. Joe Morelle (D-NY)
Jennifer	Tiller	Staff Director	Agriculture Committee Deputy (Majority)
Lauren	Toy	Chief of Staff	Office of Rep. Susie Lee (D-NV)
Claire	Trokey	Coalitions	Office of Rep. Scalise (Majority Leader) (R-LA)
Rebecca	Walldorff	Chief of Staff	Office of Rep. Lucy McBath (D-GA)
Maggie	Ward	Legislative Director	Office of Rep. Mike Turner (R-OH)
Kayla	Williams	Chief of Staff	Office of Rep. Gregory Meeks

## **Question 12**

GlobalWIN highlights women leaders and connects the public and private sector through our programming that includes networking receptions, policy roundtables, career workshops, and educational trips in the United States and abroad. Our stay in Dublin will combine all tiers of GlobalWIN programming and provide all participants a rare opportunity to learn about other governments and industries while connecting with experts and leaders outside of the U.S. GlobalWIN has organized and planned the trip with the professional guidance of our GlobalWIN President & Co-Founder, Helen Milby, Angela Chawla our Executive Director and Andrea Mietus our Senior Advisor.

## **Question 15-A**

GlobalWIN has chosen to host our annual Staff Delegation Education Trip to Dublin, Ireland because of its unique location as the economic center of Ireland and a hub for global pharmaceutical, information and communications technology companies. Dublin is Ireland's vibrant capital city and provides a gateway between the EU and the US. While we are in Dublin, we plan to focus on a number of themes or policy initiatives in Ireland by visiting companies like, Amazon, Amgen, Esty, GM, Mastercard, Meta, Oracle, and Salesforce. With these meetings the focus will be on workforce development, AI, manufacturing, healthcare, small business development, digital commerce, female leadership, and innovation in tech. The Parliament of Ireland (Oireachtas) will also be in session during our visit, which will give our delegation the opportunity to likely meet with Irish government officials and learn about Ireland's innovation and trade policies.



## 2024 | GlobalWIN Staff Education Delegation Dublin Itinerary

### Tuesday, May 28

10:00 PM Departure from IAD (United Airlines UA228)

### Wednesday, May 29

9:55 AM Arrival in DUB

*35-minute drive*

11:45 AM **Amgen - Lab Tour**  
1:30 PM Pottery Rd, Dún Laoghaire, Dublin, A96 F2A8, Ireland

11:45-11:55 am security, get badges

11:55-12:00- Welcome remarks by Vincent O'Shaughnessy, Amgen Dun Laoghaire Site Head

12:00-12:15- Facility tour

12:15- 12:40- Visit to training area, gowning demo, glove up demo, virtual vial filling

12:40-1:25- Women in Manufacturing panel and lunch with ADL female leaders- likely Miriam O'Sullivan, Christine O'Sullivan plus another staff from manufacturing floor- will send BIOs, ADI background, one pager prior to trip

1:35 PM depart for Mastercard

**Overview:** Participants will be able to see firsthand the lab process that Amgen goes through in their Dublin manufacturing facility while observing cutting edge science and technology at work. They will also learn from female executives to discuss women in manufacturing and the work Amgen, and their newly acquired Horizon Therapeutics are doing in the EU.

*9-minute drive*

2:00 PM **Mastercard Tech Hub**  
3:30 PM South County Business Park, Carman Hall and Leopards town, Dublin, Ireland

**Overview:** Mastercard's only European Technology Hub reflects the dedication to innovation and technology. The state-of-the-art facility features positive environmental design principles focused on neurodiversity, sustainability, wellbeing and collaboration. In line with their expansion, Mastercard continues to recruit talented technologists with strong development and software skills looking to work on impactful, cutting-edge technologies. GlobalWIN Staff Delegation will have an immersive experience designed to fuel ideas and foster collaboration. They will also meet with a number of female executives that are part of the technology talent that is continuing to forge the future of digital commerce

*15-minute drive*

## Wednesday, May 29

4:00 PM

GM's Ireland IT Innovation Center | GM Global | General Motors

5:00 PM

**Overview:** GlobalWIN will have an opportunity to see how the GM team works and reaches out collaboratively across the continent to provide innovative ideas in understanding of GM software and engineering. GlobalWIN will visit with Network engineers and Software Analysis whose ideas influence the continued usage and expansion of the innovation Center. They will engage in a discussion with top female executives in their implementation of the technology.

*20-minute drive*

5:20 PM

**HOLD: CHECK-IN/DOWN**

6:00 PM

6:30 PM

**Dinner with Ciara Flood of &Open**

8:30 PM

**located to be announced**

**Overview:** A fireside chat with Ciara Flood who took matters into her own hands to explore the simplicity of effortlessly creating a campaign to customize gift giving. &Open's technology represents several key drivers of this growth. Behind its commitment to offering sustainable gifts that can be aligned to a brand's values, lies a smart digital platform which facilitates effortless, regular gifting at a scale. Join us as Ciara shares her journey as a co-founder along with her husband and brother-in-law in the sustainable gifts that are a part of the digital platform.

RON

**The Marker Hotel**

Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland

## Thursday, May 30

9:00 AM

**Salesforce | Breakfast, Tour and Fireside Chat**

10:15 AM

Salesforce Tower, 60 R801, North Dock, Dublin  
Carolan Lennon, Country Leader, Salesforce Ireland

Run of Show:

9:00-9:30 AM: Tour/Breakfast

9:30-10:15 AM: Fireside Chat with Carolan Lennon

**Overview:** Carolan Lennon, Salesforce Ireland Country Leader, takes the reigns as Salesforce has been investing in Ireland over the last two decades. In May 2023, the company officially opened Salesforce Tower Dublin, its largest office in EMEA. GlobalWIN will have the opportunity to not only visit Salesforce Tower Dublin, but learn about the bright future of Salesforce Dublin and how it has really helped to bring people together as a major talent hub. They are an EMEA (Europe, Middle East, and Africa) hub supporting critical business functions for Salesforce across the region, from tech to finance, to distribution.

Thursday, May 30

10:45 AM                    [AWS Start Up Lofts in Dublin](#)  
12:00 PM

**Overview:** AWS solutions architects there for our 'Ask the Expert'. Participants will learn more about the startup supports which Enterprise Ireland offers and to help shape the roadmap with their team for success.

12:30 PM                    [Etsy Panel & Lunch](#)  
2:00 PM                    One Le Pole Square, Ship Street Great, Dublin 8, Ireland

**Overview:** Jeremy Sagoe, Head of UK and Ireland Policy, will share an overview of their issue areas and how the UK/Irish Government are addressing them, followed by 1-2 local sellers discussing their experience on Etsy and as entrepreneurs.

2:30 PM                    [Oracle Site Visit](#)  
4:00 PM                    Eastpoint Business Park, Fairview, Dublin, D03 Y8C5, Ireland

**Overview:** Participants will join Oracle for a panel event where leading experts from the Irish healthcare industry will discuss the transformative power of technology and data and its application across all stages of the healthcare system from initial testing of medicines through to delivering patient care. The panel will explore how health systems, which harness cutting-edge technology, can deliver improved patient outcomes as well as create a more equitable and efficient health system overall. Panelists will also explore the regulatory aspects that need to be considered by policymakers including data privacy, sovereignty requirements and ethics.

4:30 PM                    [Downtime/Executive Time](#)  
5:30 PM

6:00 PM                    [Women of Ireland History Walking Tour](#)  
7:00 PM

**Overview:** Participants will review the past and realize the impact it has on the future of Dublin. We will go on a guided tour to hear about the lives of women who are significant to Irish history & independence, and all women's history & rights in Ireland including war & imprisonment, journalism & finance. It will be an opportunity to look back but also gain insight about the female change-makers, policy changer that are shaping Ireland in the modern day. The tour starts at St Stephen's Green and finishes at the GPO.

7:00 PM                    Depart for St James Guinness Tour

## Thursday, May 30

7:30 PM  
8:00 PM                      [Tour of the Distributing and Manufacturing Facility with Diageo Representatives](#)

**Overview:** Participants will learn about the legendary process that sits behind one of the most recognized brands in the world. Participants will learn about the fermenting process and the ingredients used to make Guinness, in addition to how it is exported around the world. They will also learn about the evolution of the Guinness brand over time and how it has evolved into a globally recognized symbol. The tour will end tasting in the sky lounge of the Storehouse, where participants will learn and craft the ‘Perfect Pour’.

8:00 PM  
9:30 PM                      [Dinner & Roundtable Discussion for Delegation- Storehouse](#)

Welcome remarks from Diageo representative to further share the Global Strategy of Guinness at Diageo reflecting on economic and business ecosystem

RON                              [The Marker Hotel](#)  
Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland

## Friday, May 31

9:00 AM  
10:30 AM                      [Meta Dublin Visit and Breakfast](#)

**Overview:** Panel: ‘Leading diverse teams in a global tech company’ in collaboration with their female executives to open up the discussion to an internal audience.

**Panelists:** Anne O’Leary; Head of Meta Ireland and Vice President, EMEA, Global Business Group  
Yvonne Cunnane; VP and Associate General Counsel, Data Protection  
Majella Mungovan; VP, Finance Operations  
Moderator: Siobhán Cumiskey, Content Policy Director

11:00 AM  
12:30 PM                      [Amazon: Policy Priorities for the EU:2024-29](#)

**Overview:** The discussion will highlight Amazon’s economic impact in Ireland and Europe, as well as how Amazon is supporting U.S. small businesses through ecommerce and digital trade. The session will also focus on the digital regulatory landscape across Europe, including how it impacts Congressional goals for American economic and national security.

**Speaker:** Lucy Cronin-Vice President, EU Public Policy .

## Friday, May 31

1:00 PM                      Vulcan Consulting: Meet Lucinda Creighton  
2:30 PM

**Overview:** Lucinda Creighton is an Irish businesswoman and former politician, who served as Minister of State for European Affairs from 2011 to 2013. Ms. Creighton will share her experiences as a woman serving as a Minister of State for European Affairs and talk about her deep interest in Foreign Policy and security issues. Identifying issues that are important to the EU.

3:00 PM                      Leinster House: A Visit and Discussion at Dail Eireann (Irish Parliament)  
4:30 PM                      Host: Senator Mark Daly

5:00 PM                      Downtime  
6:00 PM

6:00 PM                      Depart for the Ambassador's Residence

*Drive time 30-minutes*

6:30 PM                      Visit with US Ambassador to Ireland  
8:30 PM

**Overview:** Discussion will focus on the economic and cultural ties between the US and Ireland and the further collaboration with legislators on both sides of the Atlantic. Speakers include Claire Cronin-US Ambassador to Ireland

RON                          The Marker Hotel  
Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland

## Saturday, June 1

8:30 AM                      Depart Marker Hotel for Dublin Airport

11:50 AM                     Departure from Dublin ( United #228)

3:10 PM                      Arrive IAD Airport



## GlobalWIN Congressional Staff Dublin Educational Trip

Tuesday, May 28- Saturday, June 1, 2024

*Tentative schedule & subject to change*

### Tuesday, May 28

10:15 PM Departure from IAD (United Airlines Flight # 228)

### Wednesday, May 29

10:20 AM Arrival in DUB

11:45 AM Staff Delegation Visit and Women in Manufacturing Lunch at Amgen

1:30 PM Pottery Rd, Dún Laoghaire, Dublin, A96 F2A8, Ireland

2:00 PM Staff Delegation Visit at Mastercard Tech Hub Immersive Experience

3:30 PM South County Business Park, Carmanhall and Leopardstown, Dublin, Ireland

4:00 PM Staff Delegation Visit to GM Featuring Engineering Panel and Super Cruise

5:15 PM Technology Demonstration

General Motors IT Services Ireland, Walkinstown, Dublin, Ireland

5:45 PM HOTEL CHECK-IN/EXECUTIVE TIME

6:15 PM Anantara The Marker Hotel

6:30 PM Full Delegation Welcome Reception

7:00 PM Anantara The Marker Hotel, Rooftop

7:00 PM Full Delegation Welcome Dinner with Guest Speaker

9:00 PM Anantara The Marker Hotel, The Shannon Suite, Lobby Level

RON Anantara The Marker Hotel

Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland

### Thursday, May 30

6:30 AM Breakfast available at the hotel (NOTE: Light breakfast will be available at Salesforce, but if you want a full breakfast, please make time in the hotel before departure.)

8:25 AM Meet in lobby to depart for Salesforce

8:45 AM Full Delegation Breakfast, Tour, and Fireside Chat at Salesforce

10:15 AM Salesforce Tower, 60 R801, North Wall, Dublin

10:45 AM Staff Delegation Visit and Conversation with Head of Meta Ireland

12:00 PM 6 Serpentine Ave, Dublin, D04 H0C9, Ireland

12:30 PM Staff Delegation Lunch and Local Entrepreneur Panel at Etsy

2:00 PM One Le Pole Square, Ship Street Great, Dublin 8, Ireland

2:30 PM **Staff Delegation Visit Featuring Women in Healthcare at Oracle**

4:15 PM Eastpoint Business Park, Fairview, Dublin, D03 Y8C5, Ireland

4:30 PM **Full Delegation Oireachtas (Parliament) Tour**

5:30 PM Leinster House, Kildare St, Dublin 2, D02 TK75, Ireland

Led by Leinster House Head Usher

5:30 PM **Full Delegation Women of Irish History Walking Tour**

6:30 PM

7:00 PM **Full Delegation Experience and Tour at the Guinness Storehouse  
with Dinner at the Gravity Bar**

9:30 PM

St. James's Gate, Dublin 8, D08 VF8H, Ireland

*NOTE: Tour will begin at 7:30pm and dinner will begin at 8pm.*

RON

*Anantara The Marker Hotel*

*Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland*

## Friday, May 31

6:30 AM Breakfast available at the hotel

8:45 AM Meet in Lobby for departure to Residence of the U.S. Ambassador to Ireland

9:30 AM **Full Delegation Tea with U.S. Ambassador to Ireland Claire Cronin**

11:00 AM

Deerfield Residence, Phoenix Park, Chesterfield Avenue, Dublin

12:00 PM **Staff Delegation Visit and Lunch at BNY Mellon**

1:30 PM

2 Sir John Rogerson's Quay, Grand Canal Dock, Dublin, Ireland

2:30 PM **Full Delegation Meeting and Presentation on the Upcoming Local Elections and**

3:30 pm

**Efforts to Achieve Greater Gender Balance in Irish Politics Hosted by Women for Election**

Arthur Cox Offices, Ten, Earlsfort Terrace, Dublin 2, D02 T380

3:45 PM **Staff Delegation Engagement with Ireland's Department of Foreign Affairs**

4:45 PM

Iveagh House, St Stephen's Green, Saint Kevin's, Dublin, Ireland

5:00 PM **DOWN/Executive Time**

6:15 PM

6:30 PM **Full Delegation Farewell Reception at Jameson Distillery**

8:30 PM

Bow St, Smithfield, Dublin 7, D07 N9VH, Ireland

## End of Programming

RON

*Anantara The Marker Hotel*

*Grand Canal Quay, Docklands, Dublin, D02 CK38, Ireland*

Saturday, June 1

6:30 AM	Breakfast available at the hotel
8:00 AM	Hotel Check-Out
8:30 AM	<b>Depart Marker Hotel for Dublin Airport</b>
12:15 PM	<b>Departure from DUB (United Airlines Flight #229)</b>
3:15 PM	<b>Arrival at IAD</b>